

January 2024

Dear Parents,

I am happy to invite your child back to be a student at Saint Bernard Catholic Academy for the 2024 - 2025 academic year. Enclosed is the re-registration paperwork for the upcoming school year. The re-registration fees remain the same this year, however tuition fees have raised slightly due to the shift in the economy and price increases. Even with our increases, we are still in line with other Catholic Schools/Academies and continue to do our best to remain affordable for our families. Fundraising plays a big part each year for ALL Catholic Schools across the board, and we have done well so far. We have wonderful families here at SBCA and I know support for our fundraisers will continue. Money has already been used to upgrade much needed technology, new programs, and textbooks in the classrooms. I thank everyone for your continued backing. Registrations fees cover textbooks/workbooks, beginning of the year supplies, computer programs for all the classes, HAA Dues, FACTS fees, Internet/Chromebook/iPad maintenance, and STEM Lab fees just to name a few. If your re-registration fee is paid in full by March 29, 2024, the fee will be at the "early bird" rate. Collecting re-registration fees in full before April 1st allows me to pre-order various books and school supplies taking advantage of this year's pricing and/or early sales. After April 1st, companies raise their prices and then, unfortunately, the cost will be passed on to the parents. So that we can adequately plan for next year we are offering a re-registration fee with a slight increase over the "early bird" rate for those re-registering between April 1st and May 31st. Late re-registrations, those after June 1st and up to June 15th will pay a higher fee. For those who wait until the summer to re-register the cost will be greater since we will need to order supplies and books at a premium cost and we must pass this along to you. I work to keep to the minimum rate required to cover our expenses so that we can then pass the savings on to those who re-register during the earliest time. We realize that Catholic education is a sacrifice for our families. Tuition collection in ten payments will begin in August and continue monthly through May. For the 2024 - 2025 school year, late tuition will be assessed a fee of \$50. The late fee will be added to your payment when your tuition is paid later than 10 school days after the due date.

If you wish to register a sibling of a current student for any grade from Jr. PreK to 7, please fill out a separate registration form located in the FACTS Resource Document section or on our school website and attach a copy of his/her birth certificate, baptismal certificate, and proof of immunization. If you have any questions or concerns, please feel free to call me.

We are also accepting registration for our Toddler Program. This program will be open to children born in 2022. If you are interested in this program, please ask in the office for this separate registration form.

Once the re-registration process for our students is complete we will then open registration to students from our parish seeking admission to our academy. We will also offer admission to Catholic students in our deanery whose parishes do not have a school. Any remaining seats in our school will be offered to non-Catholic members of the community seeking admission. So that our academy continues the tradition of quality synonymous with Saint Bernard, any new student that is admitted must come with solid academic and behavioral credentials. If you are referring anyone to our school, please contact me as I will give their application top priority.

Sincerely,

Tracy Flanagan

Principal

Re-Registration Procedure 2024-2025

The forms, documentation, and fee are to be submitted together. We will not accept forms, fees, or documentation separately.

1. Completely fill out the re-registration form and parental agreement (the next two pages)
2. If you are registering a sibling of a current student add the child's name to the re-registration form, fill out a new registration form (found in FACTS Resource Documents or our website), and attach a copy of that child's birth certificate, baptismal certificate, and proof of immunization.
3. Attach a check or money order for the appropriate fee
4. Return the forms, any necessary documentation, and the fee to the school office.
5. Complete and return Emergency Contact Form



Re-Registration Form

FAMILY NAME: _____

Student(s) Name	Social Security Number	Anticipated Grade in September

FAMILY INFORMATION

Father's Last Name		First		MI	
Home Address				City	
Home Phone		Cell Phone		Zip	
E-Mail address					
Employer				Work Phone	
Religious Affiliation					
Place of Worship					

Mother's Last Name		First		MI	
Home Address				City	
Home Phone		Cell Phone		Zip	
E-Mail Address					
Employer				Work Phone	
Religious Affiliation					
Place of Worship					

I agree to pay the registration fee as noted, understanding that it is non-refundable.

I agree to pay the tuition as noted understanding that there will be a late fee of \$50.00 added to any tuition payment late more than ten (10) school days.

I understand that there will be a \$50 fee attached to my account for any check returned to the academy by the bank.

I agree to read and follow the guidelines in the parent handbook.

Signature of Parent/Guardian _____ Date _____



Parental Agreement 2024-2025

Family Name: _____

Registration Fees – Junior PreK through Grade 8

Number of Children	“Early Bird Fee” If paid by 3-29-24	Fee If paid by 5-31-24	Fee If paid by 6-14-24	Fee If paid after 6-14-24
One Child	\$775.00	\$825.00	\$875.00	\$925.00
Two Children	\$1,440.00	\$1,490.00	\$1,540.00	\$1,590.00
Three Children	\$2,020.00	\$2,070.00	\$2,120.00	\$2,170.00
Four or + Children	\$2,405.00	\$2,455.00	\$2,505.00	\$2,555.00

*****NOTE: Registration Fees are NON-REFUNDABLE & Must Be Paid in Full by 8-23-2024*****

Saint Bernard Catholic Academy Tuition 2024-2025

*****Please Note: In order to qualify for the Catholic tuition rate, the child must have a baptismal certificate from a Catholic church. *****

5% discount applies to tuition paid in full before the opening day of school.

Full Day for Junior PreK through Grade 8

Number of Children	Catholic	Payment	5% Discount	Non-Catholic	Payment	5% Discount
One	\$5,620	\$562	\$5,340	\$8,153	\$815.30	\$7,745.35
Two	\$8,540	\$854.00	\$8,113	\$11,760	\$1,176	\$11,172
Three +	\$11,575	\$1157.50	\$10,996.25	\$15,585	\$1,558.50	\$14,805.75

Half Day for Junior Prekindergarten

Number of Children	Catholic	Payment	5% Discount	Non-Catholic	Payment	5% Discount
1	\$4,280	\$428.00	\$4,066	\$5,673	\$567.30	\$5,389.35

I agree to pay the registration and tuition fee as noted.

Parent Signature: _____



****Tuition Payment Schedule****

FOR YOUR CONVENIENCE

Please mark your calendar

2024 - 2025

Payment #	Due Date	Payment #	Due Date
1	Friday, August 16	6	Thursday, January 16
2	Monday, September 16	7	Friday, February 14
3	Wednesday, October 16	8	Friday, March 14
4	Friday, November 15	9	Wednesday, April 16
5	Monday, December 16	10	Friday, May 16

**** Tuition received 10 days after the due date will be subject to a \$50.00 late charge and all returned checks will be charged a \$50.00 returned check fee. ****

Please keep this page for your records.

Full Day for Junior PreK through Grade 8

Number of Children	Catholic	Payment	5% Discount	Non-Catholic	Payment	5% Discount
One	\$5,620	\$562	\$5,340	\$8,153	\$815.30	\$7,745.35
Two	\$8,540	\$854.00	\$8,113	\$11,760	\$1,176	\$11,172
Three +	\$11,575	\$1157.50	\$10,996.25	\$15,585	\$1,558.50	\$14,805.75

Half Day for Junior PreK

Number of Children	Catholic	Payment	5% Discount	Non-Catholic	Payment	5% Discount
1	\$4,280	\$428.00	\$4,066	\$5,673	\$567.30	\$5,389.35



EMERGENCY CONTACT FORM

(ONE FORM MUST BE RETURNED FOR EACH CHILD)

**EMERGENCY
CONTACT**

**EMERGENCY
CONTACT**

CHILD'S NAME: _____ GRADE: _____

CHILD'S HOME TELEPHONE NUMBER: _____

CHILD'S HOME ADDRESS: _____

NAME OF CHILD'S PEDIATRICIAN: _____

TELEPHONE NUMBER OF CHILD'S PEDIATRICIAN: _____

LIST OF MEDICATIONS THAT YOUR CHILD TAKES DAILY: _____

LIST OF YOUR CHILD'S ALLERGIES: _____

MOTHER'S NAME: _____

MOTHER'S HOME TELEPHONE NUMBER: _____

MOTHER'S CELL PHONE NUMBER: _____

MOTHER'S WORK TELEPHONE NUMBER: _____

MOTHER'S HOME ADDRESS: _____

FATHER'S NAME: _____

FATHER'S HOME TELEPHONE NUMBER: _____

FATHER'S CELL PHONE NUMBER: _____

FATHER'S WORK TELEPHONE NUMBER: _____

FATHER'S HOME ADDRESS: _____

EMERGENCY CONTACT: Please list below the name, relation, and phone number for 3 people that could be contacted about your child in case of an emergency and you are not available.

Name	Telephone Number	Relationship



FOR SCHOOL USE ONLY

Re-Registration Form

Parental Agreement

Emergency Contact Form

Media Release Form

Other Documents (please list) _____

Registration Fee _____

Check #

Money Order _____

Cash: _____

Application and Fee Received by: _____

Signature



**SAINT BERNARD
CATHOLIC ACADEMY**
ROOTED IN CHRIST'S TEACHING

SAINT BERNARD CATHOLIC ACADEMY

ROOTED IN CHRIST'S TEACHING

MEDIA AUTHORIZATION AND RELEASE

I hereby consent to the taking of photographs, movies, videos, and images capable of reproduction in any medium of me or my children or children of whom I am the designated guardian by the Academy, Roman Catholic Diocese of Brooklyn, and/or Department of Education and their parents, affiliates, trustees, directors, members, officers, employees, volunteers, agents and contractors (the "Parties").

I hereby grant the Parties the right to edit, reproduce, use and reuse images for any and all purposes including, but not limited to, advertising, promotion and display, and I hereby consent to the editing, reproduction, use and re-use of said images in any and all media in existence and all media yet in existence including, but not limited to, video, print, television, internet, and podcasts.

I forever grant, assign, and transfer to the Parties any right, title and interest that I and/or my child/children may have in any images, including negatives, taken of me and/or my children by the Parties. I hereby agree to release, indemnify and hold harmless the Parties from any and all claims, demands, actions or causes of actions, loss, liability, damage, or cost arising from this authorization.

Print Name: _____

Signature: _____

Date: _____

Name and Grade of Child: _____

If you are choosing to opt out of this policy, the Academy MUST receive the signed acknowledgement below and return it to the Principal by the first day of school:

I have read the Media Authorization and Release Policy and am choosing to opt out.

Print Name: _____

Signature: _____

Date: _____

Name and Grade of Child: _____

2024-2025 Tuition Assistance Available

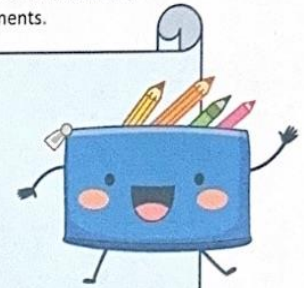
Financial aid is available for eligible students in grades K-8 who attend a Brooklyn or Queens Catholic School or Academy.

***To be eligible, families Must:** 1. Enroll student(s) in a Brooklyn or Queens Catholic elementary school/academy.
2. Complete the financial aid application and submit all required documents. 3. Meet financial need requirements.

APPLY ONLINE

Starting Monday, January 15, 2024, Visit www.futuresineducation.org
From the menu, Click Scholarships -> **APPLY NOW!**

Note: Returning Teddy J. Forstmann recipients will receive instructions from Children's Scholarship Fund in February 2024. Do not apply through FACTS!



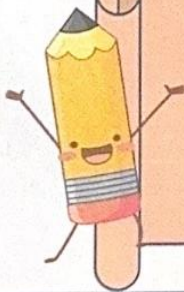
MEET YOUR DEADLINES!

March 31, 2024

*Families who received an award
last academic year*

April 30, 2024

New Applicants



NEED HELP?

FACTS is the third-party vendor selected by Futures in Education to conduct fair and confidential Financial need assessments for families applying for tuition assistance.

- **FACTS applicant support: Phone 866-441-4637**
- **M-Th 8:30am-8pm Est / Fri 8:30am-6pm Est**
- **Email at info@factstuitionaid.com**
-



MORE INFORMATION

Futures in Education: www.futuresineducation.org Call: 718.965.7340

Children's Scholarship Fund: www.scholarshipfund.org

*Note: There is a non-refundable \$40 application processing fee payable by credit card.
Applications are available online in English and Spanish*

